



301 S. COOPER AVE. • CINCINNATI, OHIO 45215
P 513-821-9407 • F 513-679-4141

Dear valued customers, vendors, and business partners,

We want to take a moment and make you aware about how serious we are taking the current events surrounding the COVID-19 Virus. As of right now we are still operating and are continuing to service our clients. We will continue to do so until a federal, state, or local agency advises us otherwise. We are staying up to date daily on current advisories and changes regarding proper procedures that should be followed as advised by the CDC and WHO.

What are we doing to help reduce the spread of COVID-19?

- Following federal, state, and local advisories regarding best practices
- We are monitoring the temperature of every employee before the start of their work shift
- We always stress best practices regarding hygiene and proper clothes washing considering the chemicals and materials we work with.
- Disinfection of office and building spaces is being completed morning, afternoon, and evening.
- Our crews are being provided clean/never used PPE to complete their daily tasks (as always)
- Crews foreman are being provided disinfectants and are required to disinfect their vehicle and equipment daily however, we are encouraging them to disinfect more often
- All employees are encouraged to wash hands as often as possible following CDC best practices.
- A no handshake policy has been put into effect and our asking our employees to maintain a safe social distance.
- Employees that are feeling ill in any way are to remain home and contact their primary care physician for further direction.

What can you do to help?

We ask that all residents of properties to not approach our team members during this time. If you need to discuss an issue please contact your Account Manager assigned to your property by email, call, text, or call our office at 513-821-94107. Please contact your Account Manager if you have any questions regarding this specific briefing. We want to ensure the safety of everyone involved during this pandemic.